



**EXECUTIVE COMMITTEE MINUTES**  
**Friday, January 13, 2017**

The meeting of the Executive Committee was held on Friday, January 13, 2017. The meeting was called to order at 1:00 p.m. by Chair Stone, in the Administration Conference Room, followed by the Pledge of Allegiance led by Mrs. Reed.

**ROLL CALL**

Present: Ms. L. Stone, Chair Mr. P. Moore  
Mrs. C. Damoci, President Ms. K. Rapp  
Mr. P. Hood Mrs. J. Reed, Corporate Secretary  
Mr. B. Lukoff

Staff and Mr. R. Ankeny, Executive Director  
Guests: Ms. B. Shuler, Manager of Finance  
Mr. R. Gonzalez, Facilities Manager  
Ms. C. Knapp, Stock Transfer Supervisor  
Mrs. D. Bennett, Recording Secretary  
Mrs. L. Perrotti, GRF Representative, Mutual One  
Mr. R. Stone, GRF Representative, Mutual One  
Ms. P. Snowden, GRF Representative, Mutual Two  
Ms. S. Hopewell, GRF Representative, Mutual Six  
Mrs. H. Tran, GRF Representative, Mutual Fifteen  
Ms. S. Fekjar, GRF Representative, Mutual Sixteen  
One Foundation Member, Kathy Almeida, Mutual One

**CHAIR'S ANNOUNCEMENTS**

The Chair welcomed and introduced Foundations members, guests and staff.

By unanimous consent, the Chair declared the reading of the quorum notification be dispensed with; there was not a quorum of the Golden Rain Foundation Board of Directors (GRF BOD).

In accordance with California Civil Code Section 4090, please be advised that a quorum of the Golden Rain Foundation Board of Directors (GRF BOD) is present at today's posted meeting. The business of the Executive Committee will be conducted in accordance with the agenda. As a quorum of the Board is present, this meeting will be conducted as a committee meeting *and* a Board meeting. The agenda actions of the committee will be limited only to the members of the committee and will only constitute such actions in accordance with stated committee policy and/or

provide recommendations to the GRF BOD at its regular Board meeting on the 4<sup>th</sup> Tuesday of the month. GRF Board members who are not committee members will be allowed to comment when recognized by the Chair and only during the proscribed Foundation member/shareholder comment period, not to exceed three minutes, as set forth in Policy 5610, Participation by Foundation Members/Shareholders. The minutes of today's Board meeting will be presented to the Board for approval following the approval of the committee meeting minutes at the meeting in February.

## **CHAIR'S ANNOUNCEMENTS**

The Chair introduced the Executive Director, the Finance Manager, the Stock Transfer Supervisor and the Recording Secretary.

The Chair reviewed the meeting rules and asked that courtesy and respectfulness be acknowledged at all times. The Chair respectfully requested the committee members wait to be called on.

## **APPROVAL OF COMMITTEE MINUTES**

The minutes of December 9, 2016 were approved, as presented.

## **SHAREHOLDER/MEMBER COMMENTS (AGENDA ITEMS ONLY)**

One shareholder/member spoke on agenda topics.

## **CORRESPONDENCE**

No correspondence was received by the Executive Committee.

## **OLD BUSINESS**

### By-laws

The Committee agreed to discuss the by-laws at a future meeting.

### Security Department Job Descriptions

The agenda item will be addressed at the February Committee meeting.

### Parking Specialist Job Description

The agenda item will be addressed at the February Committee meeting.

### Trust Attorney Discussion

The GRF BOD must periodically review all service providers, including legal counsels. The Stock Transfer Supervisor advised that three Trust Attorneys are scheduled to meet with the GRF BOD on January 23, 2017.

## Day after Thanksgiving vs. Floating Holiday for GRF Employees

Upon review of preliminary information, the Committee agreed to discuss the agenda item at the February Committee meeting.

## **NEW BUSINESS**

### Group Insurance Renewal

The annual review of the Foundation's employee group benefit contracts have been completed for the period of April 1, 2016 through March 31, 2018. The information, provided by the Foundation's insurance broker, Trapani, Dickens and Associates (TDA) included quotes on the rates from the current carriers as well as information from six other carriers. The cost to the Foundation, services provided to employees, plan design, customer service and access to care were factors considered.

Mrs. Damoci MOVED, seconded by Mr. Hood and carried unanimously by the Committee members present –

**TO** approve and recommend to the Golden Rain Foundation (GRF) Board of Directors (BOD) the renewal of the following GRF employee benefit plans for the plan year beginning April 1, 2017, ending March 31, 2018: Kaiser Medical Low and High Plans, Guardian Dental HMO and PPO Plans, Guardian VSP Vision Plan, Guardian Basic Life and AD&D Insurance Plan, Guardian Long Term Disability Plan, Guardian Employee Assistance Plan, Guardian Voluntary Life Plan, VPI Voluntary Pet Insurance Plan and reimbursement of up to \$500 hospitalization co-pay, annually, per employee; \$5,000.00 of the premium decrease of \$29,000.00, realized by the new broker, will be allocated to fund the reimbursement.

Ms. Rapp MOVED, seconded by Mr. Lukoff-

Adopt and recommend to the GRF BOD approval to establish a Flexible Spending Account Plan to enhance the benefit plan offerings to full-time GRF employees, effective April 1, 2017.

The motion was carried by the Committee members with one abstention (Damoci).

### Appointment of Resident Specialists to the Policy Reorganization Sub-committee

In accordance with Foundation Policy 1220-30, Resident Specialists, the Executive Committee shall appoint resident specialists as volunteer advisory members.

The Committee concurred to appoint resident specialists Betty Coven and Margaret Gillon to the Policy Reorganization Sub-committee.

Appointment of Resident Specialists to the New Buyers Video Production Sub-committee

The Committee concurred to appoint resident specialists Betty Coven, Margaret Gillon, and Sandra L. Stark to the New Buyers Video Production Sub-committee.

Trust Property Lease, Mutual Eight

Ms. Rapp MOVED, seconded by Mrs. Damoci and carried unanimously by the Committee members present –

**TO** approve the use and lease agreement between Seal Beach Mutual Eight and the Golden Rain Foundation, for Trust Property, Lot E for three years, commencing January 2017 and to expire on December 31, 2019, with the option to review this agreement annually and renew for additional five (5) year periods; either party retains the right to revoke and terminate this agreement at any time.

**POLICIES**

Adopt Policy 5092-30, Board of Directors' Code of Ethics and Conduct

Mrs. Reed MOVED, seconded by Mr. Hood and carried unanimously by the Committee members present –

**TO** recommend the GRF BOD adopt of Policy 5092-30, Board of Directors' Code of Ethics Conduct, as amended.

Adopt Policy 5092.1-30, Board of Directors' Code of Ethics and Conduct

Ms. Rapp MOVED, seconded by Mrs. Damoci and carried unanimously by the Committee members present –

**TO** recommend the GRF BOD adopt Policy 5092.1-30, Board of Directors' Code of Ethics and Conduct, as amended.

Adopt Policy 5092.2-30, Board of Directors' Code of Ethics and Conduct

Mrs. Reed MOVED, seconded by Mr. Moore and carried unanimously by the Committee members present –

**TO** recommend to the GRF BOD adoption of Policy 5092.2-30, Board of Directors' Code of Ethics and Conduct.

**SUBCOMMITTEE REPORTS**

Emergency Preparedness Committee

Mr. Gomez was unavailable to attend today's meeting.

### Emergency Council Report

Ms. Snowden, the Liaison to the Emergency Council, reported excellent participation at the meetings, including discussion of solar powered generators.

### Code of Ethics and Conduct Sub-committee Report

The Committee concurred to disband the Code of Ethics and Conduct Sub-committee.

### **STAFF REPORTS**

#### Human Resources Director

The Human Resources Director's report was presented by the Executive Director, as attached.

#### Finance Manager

The Director of Finance presented the Finance Manager's report, as attached.

#### Executive Director

The Executive Director spoke in Executive Session.

### **SHAREHOLDER COMMENTS**

Two shareholder/members spoke on various items pertaining to the Committee's area of purview.

### **COMMITTEE MEMBERS**

Six Committee members spoke on topics related to today's Committee meeting.

Ms. Rapp MOVED, seconded by Mrs. Reed and carried unanimously by the Committee members-

TO go into Executive Session.

### **ADJOURNMENT**

The meeting was adjourned 3:27 p.m.



Linda Stone  
Chair, Executive Committee  
01.13.17/dfb

**RECAP OF MOTIONS AND ACTIONS TAKEN AT THE EXECUTIVE COMMITTEE  
MEETING ON JANUARY 13, 2017**

**ACTIONS**

- By unanimous consent, the Chair declared the reading of the quorum notification be dispensed with;
- The minutes of December 9, 2016 were approved, as presented;
- The Committee concurred to appoint resident specialists Betty Coven and Margaret Gillon to the Policy Reorganization Sub-committee;
- The Committee concurred to appoint resident specialists Betty Coven, Margaret Gillon, and Sandra L. Stark to the New Buyers Video Production Sub-committee;
- The Committee concurred to disband the Code of Ethics and Conduct Sub-committee.

**MOTIONS**

- **TO** approve and recommend to the Golden Rain Foundation (GRF) Board of Directors (BOD) the renewal of the following GRF employee benefit plans for the plan year beginning April 1, 2017, ending March 31, 2018: Kaiser Medical Low and High Plans, Guardian Dental HMO and PPO Plans, Guardian VSP Vision Plan, Guardian Basic Life and AD&D Insurance Plan, Guardian Long Term Disability Plan, Guardian Employee Assistance Plan, Guardian Voluntary Life Plan, VPI Voluntary Pet Insurance Plan and Reimbursement of up to \$500 hospitalization co-pay, annually, per employee. \$5,000.00 of the decrease of \$29,000.00, realized by the new broker, will be allocated to reestablishment of the employee reimbursement deductible;
- Adopt and recommend to the GRF BOD for approval to establish a Flexible Spending Account Plan to enhance the benefit plan offerings to full-time GRF employees, effective April 1, 2017;
- **TO** approve the use and lease agreement between Seal Beach Mutual Eight and the Golden Rain Foundation, for Trust Property, Lot E for three years, commencing January 2017 and to expire on December 31, 2019, with the option to review this agreement annually and renew for additional five (5) year periods; either party retains the right to revoke and terminate this agreement at any time;
- **TO** recommend the GRF BOD adopt of Policy 5092-30, Board of Directors' Code of Ethics Conduct, as amended;
- **TO** recommend the GRF BOD adopt Policy 5092.1-30, Board of Directors' Code of Ethics and Conduct, as amended;
- **TO** recommend to the GRF BOD adoption of Policy 5092.2-30, Board of Directors' Code of Ethics and Conduct.